

30 NOV 1981

DD/A Registry

812503

DD/A REGISTRY
FILE: Per-3

MEMORANDUM FOR: Chief, External Affairs Staff

VIA : Chairman, E Career Service

STATINTL FROM

:
Recorder, Honor and Merit Awards Board

STAT

SUBJECT : Certificate of Distinction -
Mr.

1. The Honor and Merit Awards Board is pleased to notify you that the Certificate of Distinction will be conferred on Mr. in recognition of the excellent service he has rendered this Agency. Security considerations relevant to the award are explained in the attached memorandum from the Office of Security.

STATINTL

2. The award will be presented to Mr. at a ceremony to be held in the near future. Members of his family, Agency associates and intimate friends who are aware of his Agency affiliation may attend. Arrangements for the ceremony will be handled by the Protocol Branch, extension room 7 E 31, Headquarters. Therefore, please contact that office as soon as possible to discuss an appropriate date for presentation as well as the guests he would like to invite to the ceremony.

STATIN

Att

Distribution:

- 0 & 1 - Addressee
- ✓ 1 - DDA
- 1 - OPF w/Form 600
- 1 - ExecSec/HMAB

TRANSMITTAL SLIP		DATE
TO: DDA		
ROOM NO. 7D24	BUILDING Headquarters	
REMARKS:		
ED/DOA <i>[Signature]</i>		1 DEC 1981
ADDA <i>[Signature]</i>		2 DEC 1981
DOA <i>[Signature]</i>		3 DEC 1981
FROM: Recorder, HMAB		
ROOM NO.	BUILDING	EXTENSION
	5556	